



## CITY OF ATLANTA

SHIRLEY FRANKLIN  
MAYOR

55 TRINITY AVENUE, S.W.  
ATLANTA, GEORGIA 30335-0300  
TEL (404) 330-6100

04-C-0855

May 3, 2004

President Pro-Tempore Ceasar Mitchell and  
Members of Atlanta City Council  
City Hall, Suite 2900 South  
68 Mitchell St., S.W.  
Atlanta, Georgia 30303

**RE: License Review Board Re-Appointment**

Dear President Pro-Tempore Mitchell and Members of the Council:

It is a pleasure for me to re-appoint Sharon Collins to serve as a member of the License Review Board for the City of Atlanta. This appointment is for a **term of two (2) years**.

I am confident that Sharon Collins will serve the License Review Board with integrity and dedication.

Sincerely,

  
Shirley Franklin

## **SHARON D. COLLINS**

587 Formwalt Street, S.W. Atlanta, Georgia 30312  
(404) 577-5119

### **QUALIFICATIONS**

Over twenty years public, private and volunteer experience in disadvantaged neighborhoods providing administrative and technical program/project management, with emphasis on housing, youth development and issues affecting women.

### **EDUCATION**

Certificate, Youth Conflict Resolution, Atlanta Christian College, Fairburn, Georgia, 1988.  
Certificate, Bookkeeping & Accounting, Metro Atlanta Skill Center, Atlanta, Georgia, 1975.  
Diploma, George Washington Carver High School, Atlanta, Georgia, 1973.

### **ACCOMPLISHMENTS AND AFFILIATIONS**

Recipient, Outstanding Service to NPU-V Award, Neighborhood Planning Unit V, Atlanta, Georgia, 2002  
Member, Related Vocational Instruction Advisory Board, *Atlanta Public Schools*, Atlanta, Georgia, since 2001  
Certificate of Appreciation, *Holistic Stress Control Institute*, Atlanta, Georgia, 2000  
Recipient, Salute To Black Mothers Award, *Concerned Black Clergy*, Atlanta, Georgia, 2000; Received Letter of Recognition for Award from Cathy Cox, Secretary of State, State of Georgia.  
Recipient, Neighborhood Achievement Award, *Atlanta Planning Advisory Board*, Atlanta, Georgia, 2000  
Recipient, Ellen Sulzberger Strauss Leadership Award, *Enterprise Foundation*, Atlanta, Georgia, 2000  
Member, Blue Ribbon Panel, *Juvenile Court of Fulton County*, Atlanta, Georgia, 2000  
Mayoral Appointee, License Review Board, *City of Atlanta, Georgia*, since 1999  
Chairperson, *Neighborhood Planning Unit V (NPU-V)*, Atlanta, Georgia, 1999-2001; Vice Chair, 1997-1998.  
Member, City of Atlanta's *Atlanta Planning Advisory Board*, Atlanta, Georgia, Since 1997-2001.  
Board Member representing the Mechanicsville Neighborhood, *Atlanta WEED & SEED Executive Board*, Atlanta, Georgia since 1996.  
Volunteer, *Habitat for Humanity-Atlanta, Annual Bird House Auction*, Atlanta, Georgia, since 1995.  
Chairperson, *Mechanicsville Civic Association*, Atlanta, Georgia since 1995.  
Member, Executive Board *SUMMECH Housing Development Corporation*, Atlanta, Georgia since 1994  
Board Member, *Bill Lucas Branch, Butler Street Y.M.C.A.*, Atlanta, Georgia, since 1990; Board Secretary 1995-2000; Coordinated Thanksgiving Food Program; Member, Summer Youth Camp Selection Team.  
Member, Mechanicsville Annual Neighborhood Reunion Committee, since 1989; Reunion Chairperson, 1989, 1997-2000; Reunion Parade Coordinator, 1989, 1997-1998.  
Parent Volunteer Bus Monitor, Parks Middle School, 1998 & 1999.  
Vice-President, Southside High School Parent-Teacher Association, Atlanta, Georgia, 1998.  
Parent Volunteer, Paul Lawrence Dunbar Elementary School, Atlanta, Georgia, 1986-1997.  
Community Liaison, 1998 United Way *National Leadership Conference* Community Service Day; 1996 United Way Corporate-Community Beautification Project ("Corporate Partner" was Abbott Laboratories).  
Member, *Atlanta Philharmonic Chorale*, Atlanta, Georgia, 1995-1998.  
Soloist, *Women's Federation for World Peace Conference*, Atlanta, Georgia, 1996; sang National Anthem.  
Member, Executive Board, *Habitat for Humanity-Atlanta*, Atlanta, Georgia, 1992-1996.  
Member, *Mechanicsville Redevelopment Task Force*, Atlanta, Georgia, 1995. Task Force wrote the Mechanicsville Community Redevelopment Plan to comply with State's Urban Redevelopment Powers Act. Plan, as written, codified by Atlanta City Council Ordinance in June, 1995.  
Member, *SUMMECH Advisory Board*, SUMMECH Land Trust, Inc., 1992-1995; Secretary, 1993-1995.  
Member, *Mechanicsville Master Plan Task Force*, Atlanta, Georgia, 1993-1994. Task Force wrote the Master Plan for Mechanicsville: A Neighborhood in the City of Atlanta under program sponsored by City of Atlanta Bureau of Planning.  
Chairperson, *Mechanicsville Advisory Council*, Atlanta, Georgia, 1989-1994.  
Treasurer, *Habitat for Humanity-Atlanta Homeowners Association*, 1989-1992  
Recipient, Distinguished Service Award, *Atlanta Clean City Commission*, Atlanta, Georgia, 1989.

**Owner, To Top It Off, Atlanta, Georgia****1997 to Present**

Marketing of skin and hair products to individuals and to merchants and provide individualized counseling on skin and hair care.

**Mechanicsville Civic Association, Atlanta, Georgia****01/95 to Present**

VOLUNTEER. Plan and implement proactive initiatives for sustainable commercial and residential redevelopment in one of Atlanta's first residential neighborhoods. Manage the activities of an all volunteer staff involved in economic development, environmental justice, health and human services, housing development, public safety and youth development. Developed concept for and manage the Impressionable Youth program for 12 to 18 year olds living in Mechanicsville. Program develops youth leadership, financial management, community involvement and positive intergenerational interaction. Participants receive a stipend for community beautification tasks such as trash pick up, flower and shrub planting and median an other right of way maintenance and by providing assistance to seniors and the disabled with household chores, lawn care and shopping. Represent the neighborhood at meetings with the City of Atlanta, Atlanta Development Authority, Fulton County, Habitat for Humanity-Atlanta, other public agencies and private developers to ensure their projects meet Community Redevelopment Plan guidelines and preserve the historic nature of the neighborhood. Represented the neighborhood at all pre-Olympic meetings. Developed the relay concept used for the Olympic Stadium groundbreaking ceremony and recruited youth participants. Served as liaison for Olympic mural painting project at Paul Lawrence Dunbar Elementary School and for Dunbar Elementary students participating in the *Atlanta Committee for Olympic Games* (ACOG) "Christmas Around The World" project (the students were featured in the ACOG newsletter). Chaired the Transportation and Public Spaces sub-committee of the Mechanicsville Redevelopment Task Force.

**Corporation for Olympic Development in Atlanta (CODA), Atlanta, Georgia****1995 & 1996**

Coordinated the relocation of families in the Summerhill neighborhood displaced by the construction of Olympic venues. Interviewed clients to determine need, negotiated with landlords, inspected units to assure new accommodations were comparable and conducted follow-up visits to ensure that client was not adversely impacted by the relocation.

**Metropolitan Atlanta Olympic Games Authority, Atlanta (MAOGA), Georgia****1995 & 1996**

Responsible for relocating families in the Mechanicsville neighborhood whose property was acquired by MAOGA for development of Olympic Stadium parking facilities. Assisted clients in finding comparable housing, a moving company and, when necessary, with the actual move. Conducted post-move visits to ensure client families had no unmet needs related to relocation. Coordinated parking on MAOGA-owned lots in Mechanicsville during the Olympic Games, obtained employment for, and supervised, 120 neighborhood residents working on ten (10) parking lots.

**Crew Atlanta, Atlanta, Georgia****1994 to 1995**

Recruited women for construction employment with firms building venues for 1996 Olympic games. Planned recruitment strategy and interfaced with employers to obtain job placement. Monitored candidate's on-job performance. Attended meetings in Washington, D.C. with U.S. Department of Labor staff to personally lobby for funding of the *CREW ATLANTA* women's construction-related employment project.

**SUMMECH Land Trust, Inc., Atlanta, Georgia****1992 to 1994**

Identified Mechanicsville homeowners for the Fleet Atlanta Neighborhood Assistance Program and helped them with qualifying paperwork and contractor selection for home repairs. Developed outreach program of newsletters, flyers and door-to-door campaigning to identify and recruit neighborhood residents for Olympic-related employment. Successfully recruited over 350 residents, of which 25% were from Vietnamese households. Co-Chair of training workshops for Capitol Homes, Mechanicsville, Peoplestown and Summerhill residents conducted by ACOG, MAOGA, City of Atlanta and Georgia Department of Labor.

**Mechanicsville Advisory Council, Atlanta, Georgia****1974 to 1994**

**VOLUNTEER.** *Youth Development Chairperson, 1978 to 1980; Council Chairperson, 1989-1994.*

Coordinated summer activities sponsored by EOA; Helped start and volunteered at first Neighborhood Arts Center located at the Peter J. Bryant School in Mechanicsville. Monitored City of Atlanta Zoning meetings to prevent adverse zoning of neighborhood properties. Tutor young people in various after school programs at Dunbar Neighborhood Center. Worked with Atlanta Police to implement and maintain motorcycle and horse patrols to supplement to regular neighborhood automobile patrols. Successfully represented neighborhood at the Take Back Atlanta city-wide competition to select participating neighborhood, making the entire Mechanicsville neighborhood the first and only complete neighborhood in the City of Atlanta to be named a U.S. Justice Department *Weed & Seed* area. Provided assistance to elderly residents for yard maintenance, house cleaning, grocery shopping, clothes washing, bill paying or other services using young women from the *Alternate Life Paths Program*. Conducted survey for *Center for Black Women's Wellness* to identify at-risk teens for their "Plain Talk" program. Chaired bi-weekly meetings of community residents involved in writing the Master Plan for Mechanicsville. Oversaw the 1994 reorganization of the Advisory Council into the Mechanicsville Civic Association, Inc.

**Sir Harold's, Atlanta, Georgia****1990 to 1992**

Sold vintage clothing, Atlanta Braves tee shirts and other Braves memorabilia. Prepared accounts receivable and accounts payable. Assisted owner with merchandise purchasing.

**Alternate Life Paths Program, Inc., Atlanta, Georgia****1986 to 1990**

Counseled teens and young adult women on life and decision-making skills. Supervised youths involved in the "Food Box Program" to provide food to elderly neighborhood residents. Developed and supervised women in summer clean up program to give them an understanding of the neighborhood and being involved in community work. Prepared program's accounts payable and accounts receivable.